

HUTTON HENRY & STATION TOWN PARISH COUNCIL

Mrs L Hall, Clerk, 8 Jamieson Terrace, South Hetton, Co Durham DH6 2SR
Tel: 07554688217 Email: hhstparishcouncil@outlook.com

Present: Councillors Mr K Knight, Mrs M Farry, Mrs J Grieves, Mrs J Glenville, Mr D Bannon, Mr J Lyons, Mrs M Lightowler & Mrs N Wood

Also present 2 members of the public.

1. To elect Chair for ensuing year

Cllr Kevin Knight was appointed Chair for the ensuing year.

2. To appoint Vice Chair for ensuing year

Cllr Michelle Farry was appointed Vice Chair for the ensuing year.

3. Apologies for absence

3.1 To agree apologies for absence.

There were no apologies for absence.

4. Declarations of interest

There were no declarations of interest.

5. The Minutes of the Meeting held on 17th April 2023

5.1 To agree the minutes

The Minutes of the Meeting held of 17th April were agreed by the Council and signed by the Chair.

5.2 Update from the Clerk

Council Tax enquiry – having asked the County Councillors to chase this up, LH had received a response to say that although the gross amount hadn't changed the number of properties paying Council Tax in the Parish had reduced therefore increasing the amount required per household to meet the precept request.

Resolved – that the information be noted.

DM/23/00249/OUT – DCC had taken on board the Councils recommendations re the location of this planning application and made the suggested changes.

Resolved – that the information be noted.

Speeding – MS is liaising with DCC regarding placing double yellow lines near the junction for Harry's Fish Shop in ST. She also noted that more community speed watches were planned in HH & ST.

Resolved – that the information be noted.

Miners Memorial – LH had spoken to HHPS and they plan to submit their ideas by 5th June.

Resolved – that the information be noted.

Hedgehog Highways – the Hedgehog Highways had been purchased and advertised. They are free for residents and can be collected from Station Town Cemetery, St Francis Village Hall, and Milbank Methodist Church. The Council had requested that residents send in photographs of them in situ for advertising purposes.

Resolved – that the information be noted.

6. Public Participation

Wingate Nursey School Expansion – staff from Wingate Nursey School approached the council regarding an idea to expand their services into Station Town and/or Hutton Henry following the government’s announcement to increase free childcare. There was a suggestion around animal care and a possible collaboration with Ark Therapies.

Resolved - possible ideas were discussed and the council agreed to support the nurseys were possible.

7. Correspondence

A resident had requested a dog bin to be placed in Newholme Estate opposite number 24.
Resolved – the council agreed to speak to DCC.

AFST sought the approval to name the planned park for Beachdale “Coronation Park”.

Resolved – the council had no objections.

Recoup wish to speak to the council and residents regarding their pledge2recycle project. LH had suggested attending the Fun Day in July.

Resolved – the council agreed that the fun day would be a good opportunity for Recoup to speak to residents.

8. To appoint an Internal Auditor

Resolved - that Mr G Fletcher be appointed Internal Auditor for the ensuing year.

9. Representatives on Outside Bodies

Resolved - that the following Members be appointed to serve as representatives of the Parish Council on the following external body for the ensuing year.

Smaller Council Forum Councillors Mrs J Grieves, M Lightowler & K Knight

10. Parish Report

10.1 Parish Update

There were no Parish updates.

10.2 Cemetery Report

LH noted that the storage container had been painted and the post box to heaven sign installed.

10.3 Allotments

LH noted that a letter had been issued to all allotment holders in April re tidying/ maintenance of their allotments and the community allotment sign was now installed.

Resolved – that the information be noted.

11. Police Report

11.1 To review the Police Report

Resolved – the council reviewed the police report. See Appendix A

11.2 PACT Meetings

The next PACT meetings are to be held on the 14th June online & 27th July at Milbank Methodist Church. LG had contacted LH regarding attendance at the PACT meetings and asked the Council for ideas on how to increase attendance.

Resolved – the council suggested reducing the frequency of meetings and asked if there was a way for residents to contact the team directly e.g. telephone or email.

12. Planning Proposals

12.1 To review planning proposals:

DM/23/00306/FPA Site of Former Station Hotel Public House, Front Street, Station Town, TS28 5DP, Construction of 3 dwellings.

Resolved – the council made no objections.

13. Citizens Award

13.1 To discuss nominations and prizes awarded.

JL and AP were nominated for their work within the community.

Resolved – the council agreed to the nominations.

14. Finance

14.1 Expenditure 17/04/23 – 14/05/23

Barclays Bank	Fees	£6.00
Rialtas	Fees	£160.03
MD Shotblasting	Container	£650.00
Viking	KC Stationary	£122.05
Amazon	KC Various	£307.45
MH Star UK	KC Gazebo	£137.27
Produce 24/7	KC Coconuts	£30.00
Premier Waste	Cemetery Bins	£189.60
DCC	Wages	£2,150.25
Interplan Signs	Postbox Sign	£36.00
Ellie & Emerald	KC Crafts	£100.00
Home Bargains	KC Refreshments	£33.76
D&R Group	KC Coconuts	£100.00
Hedgehogs R Us	Hedgehog Highways	£157.50
ICCM	Membership	£95.00
G Fletcher	Internal Audit	£400.00
Ebay	KC Medals	£28.10
K Knight	Screwfix	£5.29
CDALC	Membership	£207.03
Wingate PC	Bingo	£84.50
DCC	Selective Licensing	£200.00
The Range	KC Flags	£3.98
Morrisons	KC Refreshments	£11.18
Maxwells DIY	KC Paint	£15.50
G Fowler	KC Face Painter	£170.00
H Gilbert	KC Chocolates	£47.98
P Peterken	KC Decorations	£64.49
DCC	Website SLA	£808.49
Robinsons	KC Hog Roast	£1,008.00
Amazon	CA Voucher	£20.00
		£7,349.45

14.2 Income 17/04/23 – 14/05/23

Greig Cavey	Cottage Rent	£382.50
D&R Group	KC Refund	£50.00
HMRC	Vat Return	£1,228.73
DCC	KC grant	£500.00
AS Archbold	Refund FP	£15.00
		£2,176.23

14.3 Bank Balance and Reconciliation

Current Account **£44,972.82**

Savings Account **£149,863.99**

14.4 To agree and sign the payroll SLA for 23/24

The SLA for 23/24 was £625.46 an increase of 5%.

Resolved – the council agreed to the SLA.

15. Annual Internal Audit Report 2022/23

15.1 To consider and agree the Internal Audit

Resolved – the council agreed with the Internal Auditors report.

16. Accounting Statements 2022/23

16.1 To consider and approve the statement of accounts and asset register.

Questions were raised at the previous meeting regarding the assets register and whether items listed on it were subject to depreciation. LH found legislation that stated *“Once recorded on the asset register, the value of assets must not change from year to year until disposal. Concepts of depreciation and impairment adjustments are not appropriate for local councils (Governance and Accountability for Local Councils: A Practitioner’s Guide (England) 2014, para. 3.69).*

Resolved – the council agreed to the accounting statements for 2022/23.

17. Kings Coronation

17.1 Update from Councillors & Clerk

KK noted that the event had been a success with lots of positive feedback received. BBC Look North attended and filmed various activities for their clip which was shown on the evening and breakfast news. LH noted that she was still waiting on a few bills but the total cost to date was £2,736.97.

Resolved – that the information be noted.

JL noted that 41 people attended Milbank Church for Afternoon Tea on the Sunday night (the Council had previously agreed to donate to costs of this event) and 43 attended their concert on the Monday which raised £420 for the National Childrens Home.

Resolved – JL to email LH an invoice for the afternoon tea.

18. Family Funday

18.1 Update from the Clerk

There was no update available.

19. Litter Picking

19.1 To discuss organising a community litter pick

A resident had contacted the council stating that they plan to litter pick every Monday night in ST. LH had asked on FB to see if there was enough interest in starting a community litter picking group, the post only received 2 likes. JL agreed to ask at the kids’ club to see if they would be interested in litter picking.

Resolved – the council felt that there are already several people doing litter picking on a regular basis along with DCC and did not feel a community litter picking group was necessary.

20. Flower Planters

20.1 To agree where to move the planters due to repeated vandalism.

A resident had suggested moving the planter at the end of Millbank Terrace inside the northern entrance of Newholme Estate however the Council felt that it would not be visible and asked for other suggestions. The planters will be replanted at the start of June.

Resolved – the council agreed to move the planter to the other side of the bus stop temporarily to save new plants from being destroyed. LH to ask the resident for other possible locations.

21. Spring Garden Competition

21.1 To judge entries for the spring garden competition

There were only 3 entries for the Competition, the council voted for the winners.

Resolved - NW to buy vouchers, LH to email entrants. The council agreed not to hold two separate competitions next year, but instead to open the competition in April and run till August.

22. Cemetery Cottage

22.1 To update the council regarding the selective licensing application.

LH had applied for a Selective License from DCC and noted that she expected some upgrades may be required to meet the requirements.

Resolved – the council await feedback from DCC on the application.

22.2 To discuss plans for future upgrades.

By 2028 houses which are let are expected to have an energy efficiency rating of C or above. The cottage is currently rated E.

Resolved – that further research be conducted regarding improving energy efficiency.

23. Policies & Procedures

23.1 To agree the following council policies and procedures.

- Standing Orders
- Financial Regulations
- Risk Management
- Assets Policy

Resolved – the council agreed to all policies.

Appendix A – Police Report

Over the month of April there were a total number of 29 incidents rang in for this area

We are yet to carry out a speed watch for Hutton Henry due to high demand, but this is something we will update you with as soon as its completed.

We have had no incidents going this month for Criminal damage and burglary which is great news.

Anti-Social Behaviour has increased with stones and eggs being thrown. If anyone in the community has any information, they can get in contact, this could be via email, face book messenger or contact 101 (this could be anonymously). We will be carried out extra patrols in the area.

An abandoned caravan was recovered in Station Town on the 24th of March from the street wardens.

PCSO's visited Hutton Henry Primary School with police dogs Jet and Ben. The children were over the moon to see the dogs and we discussed how to stay safe in the community and around riding electric scooters.

The next PACT meeting for Hutton Henry/ Station town will be held face to face at Hutton Henry at 6pm on the 10th of May where you will meet PCSO Richardson who will be running this PACT, if you need anything in the meantime, please feel free to contact me, looking forward to seeing you all there.

Date Range: 01/04/2023 – 30/04/2023

Criminal Damage: x No incidents reported.

Criminal Damage to a Vehicle: x No incidents reported.

Antisocial Behaviour: x 4 Incidents

- 2 incidents of stones being thrown
- 1 incident of eggs being thrown
- 1 incident of a noise complaint

Burglary residential - x no incidents reported.